

DAS Division of Finance
ICQ Submission Schedule for Agencies

ICQ Name		DUE DATES								
Submit to DAS Finance Internal Control Group										
	(Note 1)	3/31/19	6/30/19	12/31/19	3/31/20	6/30/20	12/31/20	3/31/21	6/30/21	12/31/21
1	Cash Disbursements				X					
2	Cash Receipts					X				
3	Capital Assets									
4	Payroll & Personnel									
5	Receivables - FINET System									
6	Receivables - Non-FINET Systems	X								
7	IS&T - Security		X							
8	Control Environment			X						
9	IS&T - Development, Implementation, & Change						X			
10	System Interfaces with FINET							X		
11	IS&T - Financial Systems & IT Group								X	
12	Financial Reporting - Financial Statement Preparers ONLY									X
Not Required to be Submitted to DAS Finance (retain for possible review by State Finance upon request)										
1	Investments (Note 3)									X
2	Federal Grants - Control Activities	X								
3	Federal Grants - Information & Communication		X							
4	Risk Assessment (Note 2)					X				
5	Federal Grants - Control Environment						X			
6	Federal Grants - Risk Assessment & Fraud								X	

Legend:

X ICQ is due this quarter.

ICQs "Not Required to be Submitted" are not due this quarter

Notes:

- Agencies must use the most recent version of the ICQs from the DAS Finance website.** However, when ICQs are required to be resubmitted during subsequent year rotations, agencies may find it useful to refer to their previously submitted version and update the responses to reflect the current circumstances.
- The Risk Assessment ICQ is applicable and required for the following agencies: Administrative Office of the Courts, Alcoholic Beverage Control, Administrative Services, Agriculture and Food, Board of Education, Commerce, Heritage & Arts, Corrections, Environmental Quality, Health, Human Services, Natural Resources, Public Safety, Tax Commission, Transportation, and Workforce Services.
- The Investments ICQ is applicable if the agency manages its own investments (e.g. Treasurer's Office and Board of Regents).